



***** Homeowners' or Property Owners' Association approvals may be required and shall be obtained PRIOR to submitting an application with the City*****

TEMPORARY TRAILER PERMIT

Development Services

142 N. Ohio

Celina, TX 75009

PERMIT NUMBER: _____

☐ New Submittal

☐ Resubmittal

TRAILER Location (address):		Block:	Lot:
Subdivision:		Phase:	
Applicant(s) Name:		Phone No.:	
Applicant(s) Company Name:			
Contact Name (if different from Applicant):		Phone No.:	
City:	State:	Zip:	
Phone:	Ext:	Email:	

HOA/POA approval attached: ☐ Yes ☐ Property is not in an HOA/POA

Lot Owner(s) Name:		Phone No.:
Owners (s) Address:		
City:	State:	Zip:

Trailer Contact (if different from owner)		Phone No.:
Trailer to be used for: <input type="checkbox"/> Sales Office <input type="checkbox"/> Construction Office <input type="checkbox"/> Other _____		
Number of Occupants:		

Electrical Contractor:	Phone:
Plumbing Contractor:	Phone:
Mechanical Contractor:	Phone:
Other Contractor:	Phone:

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION, ALONG WITH ALL SUPPORTING DOCUMENTATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LASWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Application for TEMPORARY CERTIFICATE OF OCCUPANCY is hereby made coincident with application for Building Permit to use the premises and building as follows: I understand that a Temporary Certificate of Occupancy will be issued by the City Building Inspector only when the building and premises comply with Celina Ordinances and the laws of the State of Texas.

Print Name: _____ Signature: _____ Date: _____

Department Use Only		
Trailer Permit	\$	V -
Impact	\$	
Tap	\$	
Building Activity	\$	
Plumbing	\$	V -
Electrical	\$	V -
Irrigation	\$	V -
Flatwork	\$	V -
Other	\$	V -
TOTAL	\$	



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INFORMATION NEEDED FOR SUBMITTAL

☐ **2 copies of site plans drawn to scale. Minimum size 8 ½" x 11" showing the following:**

- Show all platted setback lines and easements
- Lot, block, street address and subdivision information
- Proposed location of the Trailer addresses and phone numbers
- Show distance between trailer and property lines
- Show any existing structures on lot
- Show fire hydrants and access lanes
- Show parking spaces
- Must show vegetation. (required)
- Detailed description indicating stairs and handicapped ramp, trailer supports and foundation.
- Plumbing hookups (Water & Sewer)
- Electrical meters
- Irrigation
- Flatwork

☐ **2 copies of completed Permit Application**

☐ **Applicable fees**

The following are for information purposes only:

- Temp. Trailer Fee \$100
- Tap Fees (contact office for details)
- Impact Fees (contact office for details)
- Building Activity (contact office for details)
- Plumbing Fee \$75
- Electrical Fee \$75
- Irrigation \$75
- Flatwork Fee \$75.00 (concrete)
- Fence \$75.00

SEND EMAIL INSPECTION REQUEST TO:

INSPECTION@CELINA-TX.GOV

Inspections require a 24 hour notice.